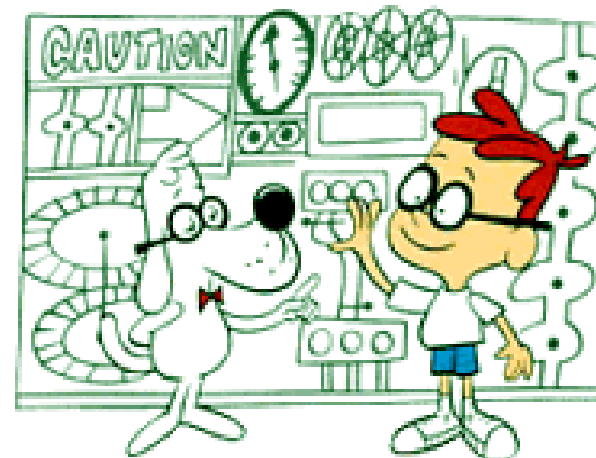




Visiting the Future: ConWrite 6



By Chris Miller

Air Force Contracting Information Systems

MSG/PIW

Christopher.Miller@wpafb.af.mil

(937) 904-2459

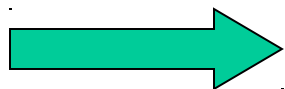
DSN 674-2459

Updated: November 14, 2003



How to Use Version 6 Features

- **Briefing is separated in sections for the:**
 - **Buyer**
 - **Boss**
 - **PR Meister**
 - **CloseOut Meister**
 - **ConWrite Administrator**
- **This is the ConWrite Administrator's Briefing**





Topics

- **How to:**
 - **Re-Assign Buy Plans**
 - **Set-Up Buy Plan and Milestone Options**
 - **Edit Networks and Milestones**
 - **Highlight Popular GrabBag Events**
 - **Delete Buy Plans**
 - **Get Management Information From ConWrite**
- **Version 6 Implementation Plan**
 - **AMIS/PMS demise**
 - **UCAs**
 - **Data to ConData**



How to Re-Assign Buy Plans



Re-Assign Buy Plans

Buy Plans and Milestones

File Tools Reports SetUp Admin

Click to Assign New PR Re-assign BuyPlans

Buyer ALPHONSE A. AASYSTEM WHOHOO

BuyPlan Number	Sym	Face Value	Age
FA8507-04-C-0014	PIW	99,000.00	17
FA8507-04-C-0012	PIW	1,000,000.00	17
FA8507-04-C-0009	PIW	3,000,000.00	17
FA8507-04-C-0008	Aasystem Whohoo, AI MSG/PIW	10,000,000.00	17
FA8507-04-C-0013	Aasystem Whohoo, AI MSG/PIW	99,000.00	17
FA8507-04-C-0027	Aasystem Whohoo, AI MSG/PIW	1,000,000.00	16
FA8507-04-C-0031	Aasystem Whohoo, AI MSG/PIW	2,000,000.00	0
FA8507-04-C-0032	Aasystem Whohoo, AI MSG/PIW	2,000,000.00	0
FA8507-04-C-0019	Aasystem Whohoo, AI MSG/PIW	500,000.00	0
FA8507-04-C-0007	Aasystem Whohoo, AI MSG/PIW	10,000,000.00	0
FA8507-04-C-0034	Aasystem Whohoo, AI MSG/PIW	3,000,000.00	0

NUMBER OF BUY PLANS = 22

Exit Edit Milestones To Work Basket



Re-Assign Buy Plans

Re-Assign In-Process BuyPlans

Con/Write ID:

Search Criteria:

BuyPlans	Started	Buyer
FA8507-04-C-0022	Oct 20 2003	SYSTEM
FA8507-04-C-0023	Oct 20 2003	SYSTEM
FA8507-04-C-0010	Oct 20 2003	AAA
FA8507-04-C-0025	Oct 20 2003	SYSTEM
FA8507-04-C-0011	Oct 20 2003	GROUND C
FA8507-04-C-0024	Oct 20 2003	GROUND C
FA8507-98-C-2020 P00001	Oct 20 2003	GROUND C
FA8507-04-C-0026	Oct 20 2003	KENNEDY
FA8507-04-C-0008	Oct 20 2003	SYSTEM
FA8507-04-C-0009	Oct 20 2003	SYSTEM
FA8770-02-D-9998	Oct 16 2003	MARTINEZ
FA8507-04-C-0006	Oct 09 2003	SYSTEM
F55555-55-C-5555	Oct 08 2003	MRED
FA8507-04-C-0003	Oct 02 2003	SYSTEM
FA8507-98-C-0212 P00001	Oct 02 2003	KENNEDY
FA8507-04-C-0005	Oct 01 2003	AAA
FA8507-04-C-0001	Sep 29 2003	SYSTEM
FA8507-04-C-0002	Sep 29 2003	SYSTEM
F33657-03-F-0003	Sep 26 2003	SYSTEM
FA8507-89-C-9393 P00002	Sep 25 2003	MILLER C
FA8507-04-C-0004	Sep 25 2003	SYSTEM
F33657-99-D-1234 0002	Aug 15 2003	SYSTEM
F11111-01-C-1111	Aug 07 2003	SYSTEM
F33657-99-F-2222 P00002	Jul 07 2003	KENNEDY
F33657-99-D-1111 0002	Jul 03 2003	AAA
F33657-00-C-0022 P00002	Jul 03 2003	AAA
F33657-02-F-0001	Jul 03 2003	BACAM
F33657-03-C-0019	Jul 02 2003	AAA

☐ Select All

Con/Write ID:

Search Criteria:

BuyPlans	Started	Buyer
F44444-03-C-4444	Oct 30 2003	BAYSINGR
FA8770-02-M-9995	Oct 29 2003	BAYSINGR

☐ Select All



Re-Assign Buy Plans

- **When you re-assign a Buy Plan, the program:**
 - **Changes ConWriteID in T975_BuyPlan**
 - **Changes ConWriteID in T970_ABSS_2_BuyPlan which re-assigns PRs attached to BuyPlan**
 - **Change ConWriteID in T800_Doc_Mast on all contract documents that are attached to BuyPlan**



Select Columns to Display



Buy Plans and Milestones

File Tools Reports **SetUp** Admin

Click to Assign **Select Columns to Display** Search

Font Size

BuyPlan Number	Next Open Milestone
FA8507-04-C-0014	Procurement Started
FA8507-04-C-0013	Procurement Started
FA8507-04-C-0012	Procurement Started
FA8507-04-C-0008	Procurement Started
FA8507-04-C-0009	Procurement Started
FA8507-04-C-0027	Procurement Started
FA8507-04-C-0032	Procurement Started
FA8507-04-C-0019	Procurement Started
FA8507-04-C-0031	Procurement Started
FA8507-04-C-0007	Pre-Procurement Acti
FA8507-04-C-0034	Pre-Procurement Acti

NUMBER OF BUY PLANS = 21

Exit Edit Mil

Select Columns to Display

☒ Buy Plan Number (can't be unchecked) ☐ Check All

☐ Next Open Milestone

☐ Due Date for Next Open Milestone

☐ Start Date of Buy Plan

☐ Award Date (forecasted)

☐ Buyer

☐ Office Symbol of Buyer

☒ BP_ID

☐ Obligation Value

☐ Face Value

☐ Type Document

☐ Standard Scheduled Days - number of workdays to complete effort

☐ Scheduled Days - usually same as Standard unless buyer changed

☐ Age - how many work days since Start Date

☐ Forecasted Days - from Start Date to Award

☐ Days Behind Schedule

☐ Tickler Bomb

☐ Tickler Due Date

☐ Tickler Note

← Clear OK



How to Set-Up Buy Plan and Milestone Options



Edit Buy Plan Options

Buy Plans and Milestones

File Tools Reports SetUp Admin

No new PRs

Buyer: MR. BRIAN L. DICK

BuyPlan Number	Sym	Face Value	Age
F55555-03-C-9999		7,000,000.00	1

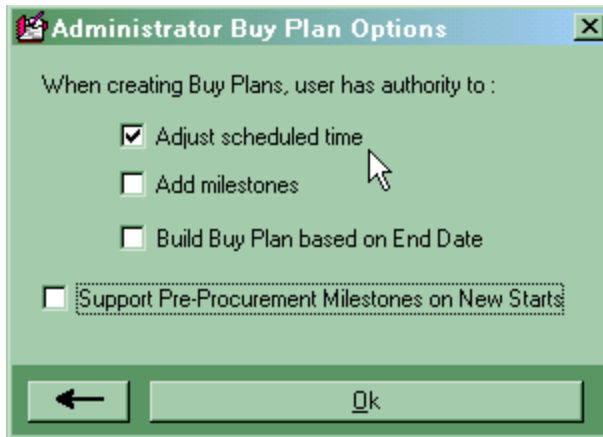
Re-assign BuyPlans
Edit BuyPlan Options
Edit Networks and Milestones
Print Networks
Highlight Popular GrabBag Events

NUMBER OF BUY PLANS = 1

Exit Edit Milestones To Work Basket



Adjust Scheduled Time



Administrator Buy Plan Options

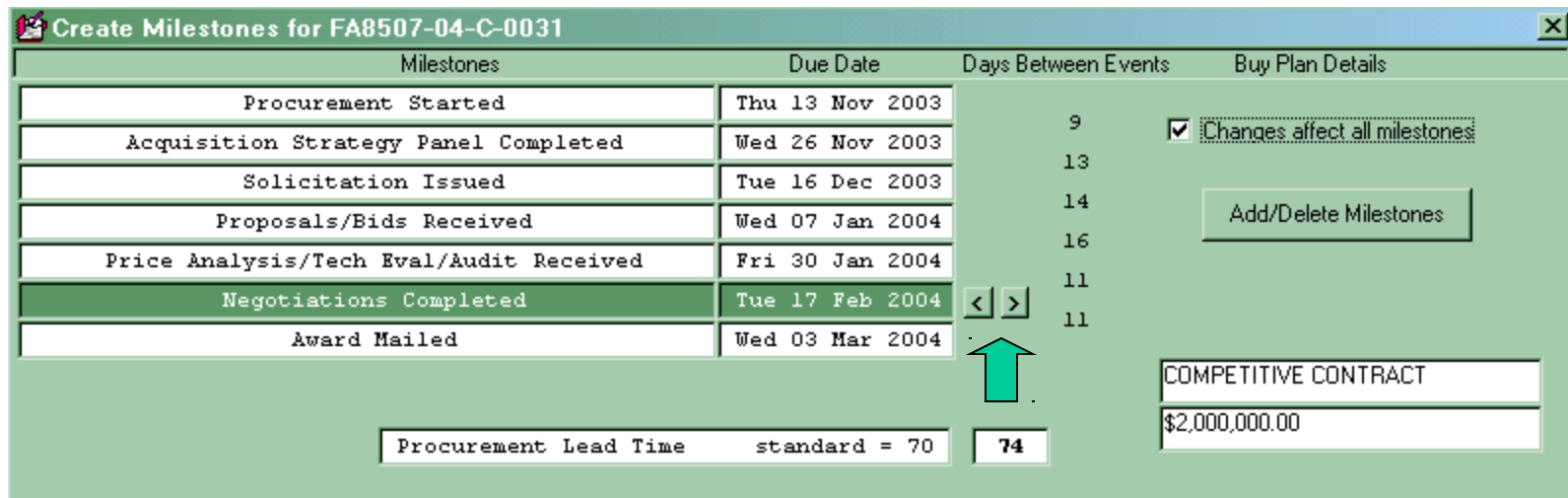
When creating Buy Plans, user has authority to :

- ☒ Adjust scheduled time
- ☐ Add milestones
- ☐ Build Buy Plan based on End Date
- ☐ Support Pre-Procurement Milestones on New Starts

Buttons: Back, Ok

When the buyer creates a Buy Plan, will he/she be allowed to adjust the scheduled time.

Example: Competitive Contract



Create Milestones for FA8507-04-C-0031

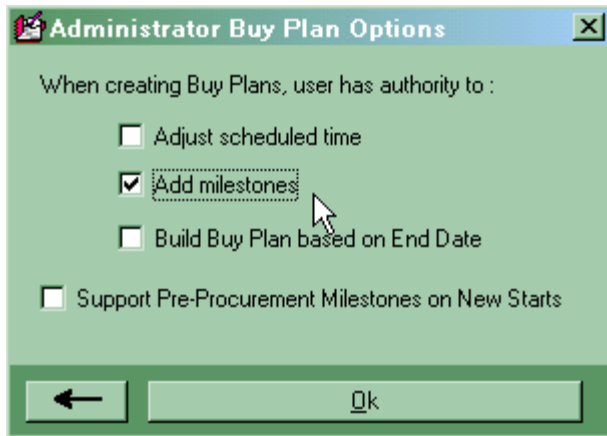
Milestones	Due Date	Days Between Events	Buy Plan Details
Procurement Started	Thu 13 Nov 2003	9	<input checked="" type="checkbox"/> Changes affect all milestones Add/Delete Milestones COMPETITIVE CONTRACT \$2,000,000.00
Acquisition Strategy Panel Completed	Wed 26 Nov 2003	13	
Solicitation Issued	Tue 16 Dec 2003	14	
Proposals/Bids Received	Wed 07 Jan 2004	16	
Price Analysis/Tech Eval/Audit Received	Fri 30 Jan 2004	11	
Negotiations Completed	Tue 17 Feb 2004	11	
Award Mailed	Wed 03 Mar 2004		

Buttons: < >

Procurement Lead Time standard = 70 74



Add Milestones



Administrator Buy Plan Options

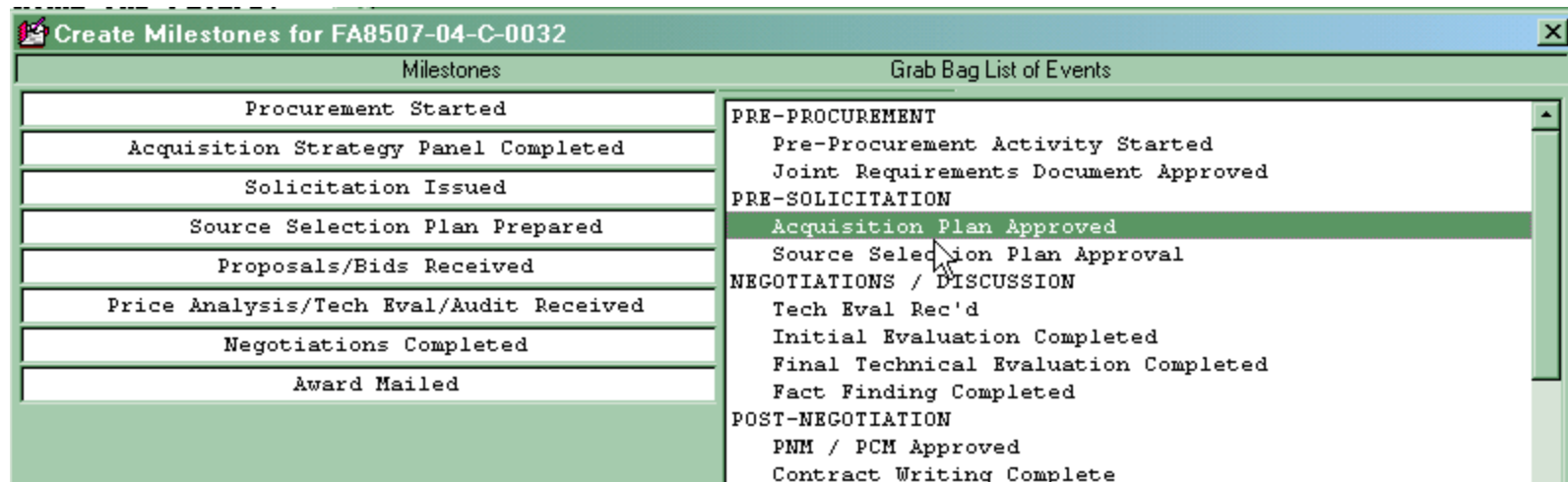
When creating Buy Plans, user has authority to :

- ☐ Adjust scheduled time
- ☒ Add milestones
- ☐ Build Buy Plan based on End Date
- ☐ Support Pre-Procurement Milestones on New Starts

Buttons: [Back] [Ok]

When the buyer creates a Buy Plan, will he/she be allowed to add or delete milestones.

Example:



Create Milestones for FA8507-04-C-0032

Milestones	Grab Bag List of Events
Procurement Started	PRE-PROCUREMENT
Acquisition Strategy Panel Completed	Pre-Procurement Activity Started
Solicitation Issued	Joint Requirements Document Approved
Source Selection Plan Prepared	PRE-SOLICITATION
Proposals/Bids Received	Acquisition Plan Approved
Price Analysis/Tech Eval/Audit Received	Source Selection Plan Approval
Negotiations Completed	NEGOTIATIONS / DISCUSSION
Award Mailed	Tech Eval Rec'd
	Initial Evaluation Completed
	Final Technical Evaluation Completed
	Fact Finding Completed
	POST-NEGOTIATION
	PNM / PCM Approved
	Contract Writing Complete



Build Buy Plan based on End Date



Administrator Buy Plan Options

When creating Buy Plans, user has authority to :

- ☐ Adjust scheduled time
- ☐ Add milestones
- ☒ Build Buy Plan based on End Date
- ☐ Support Pre-Procurement Milestones on New Starts

← Ok

Only available for new starts

-Not available for mods or delivery orders

Example:

Buy Plan Info for Contract FA8507-04-C-0034

Options

Estimated Obligation Amount
[Text Box]

Change to Face Value
[Text Box]

Build Milestone Schedule based on

- ☐ Start Date
- ☒ End Date 30 SEP 2004

Schedule

- ☒ Buy Plan
- ☐ Pre-Procurement + Buy Plan

Type of Network

- ☐ Undefined
- ☐ SBIR
- ☐ BAA or PRDA
- ☐ IFB
- ☐ Sole Source
- ☐ Competitive

Program Manager

- ☐ PEO
- ☐ DAC
- ☐ Other

Specialized

- ☐ 8 (a)
- ☐ BAA
- ☐ PRDA
- ☐ BAA/
- ☐ RDS
- ☐ SBIR
- ☐ SBIR
- ☐ SBIR
- ☐ STTF
- ☐ STTF



How to Edit Networks and Milestones



Edit Networks and Milestones

Buy Plans and Milestones

File Tools Reports SetUp Admin

Click to Assign New PR

Buyer: ALPHONSE A. AASYSTEM WHOHOO

BuyPlan Number	Syr	Face Value	Age
FA8507-04-C-0014	PIW	99,000.00	17
FA8507-04-C-0012	PIW	1,000,000.00	17
FA8507-04-C-0009	PIW	3,000,000.00	17
FA8507-04-C-0008	Aasystem Whohoo, AI MSG/PIW	10,000,000.00	17
FA8507-04-C-0013	Aasystem Whohoo, AI MSG/PIW	99,000.00	17
FA8507-04-C-0027	Aasystem Whohoo, AI MSG/PIW	1,000,000.00	16
FA8507-04-C-0031	Aasystem Whohoo, AI MSG/PIW	2,000,000.00	0
FA8507-04-C-0032	Aasystem Whohoo, AI MSG/PIW	2,000,000.00	0
FA8507-04-C-0019	Aasystem Whohoo, AI MSG/PIW	500,000.00	0
FA8507-04-C-0007	Aasystem Whohoo, AI MSG/PIW	10,000,000.00	0
FA8507-04-C-0034	Aasystem Whohoo, AI MSG/PIW	3,000,000.00	0

NUMBER OF BUY PLANS = 22

Exit Edit Milestones To Work Basket



Edit Networks and Milestones

BuyPlan Edit Milestones

Network Types

- ☒ Contract
- ☐ Mod
- ☐ Order
- ☐ Instrument
- ☐ IFB
- ☐ BOA

SubTypes

- ☒ BAA_PRDA
- ☐ Competitive
- ☐ SBIR
- ☐ Sole Source
- ☐ Undefinitized

Lower Dollar Range
0.00 is low boundary

Upper Dollar Range
99,999,999,999.99
is high boundary

0.00 to 25,000,000.00

25,000,000.01 to 99,999,999,999.99

[View Milestones](#)

[←](#)



Edit Networks and Milestones

Network Types

☒ Contract

☐ Mod

☐ Order

☐ Instrument

☐ IFB

☐ BOA

SubTypes

☒ BAA_PRDA

☐ Competitive

☐ SBIR

☐ Sole Source

☐ Undefined

- **There are 6 Network types**
- **Each Network Types has various numbers of SubTypes**
- **You can't add or delete from the Networks or SubTypes**



Edit Networks and Milestones

- **But each Network/SubType can have 1 to 9 different dollar ranges, each with its own set of milestones**

BuyPlan Edit Milestones

Network Types

- ☒ Contract
- ☐ Mod
- ☐ Order
- ☐ Instrument
- ☐ IFB
- ☐ BOA

SubTypes

- ☒ BAA_PRDA
- ☐ Competitive
- ☐ SBIR
- ☐ Sole Source
- ☐ Undefined

Lower Dollar Range
0.00 is low boundary

Upper Dollar Range
99,999,999,999.99 is high boundary

0.00	to	1,000.00
1,000.01	to	10,000.00
10,000.01	to	100,000.00
100,000.01	to	1,000,000.00
1,000,000.01	to	10,000,000.00
10,000,000.01	to	100,000,000.00
100,000,000.01	to	200,000,000.00
200,000,000.01	to	300,000,000.00
300,000,000.01	to	99,999,999,999.99

[View Milestones](#)

[←](#)



Edit Networks and Milestones

- To reduce the number of milestone sets to 2 (instead of 9), type as many '9' s as you can in the 2nd block (currently has 10,000)

BuyPlan Edit Milestones

Network Types

- ☒ Contract
- ☐ Mod
- ☐ Order
- ☐ Instrument
- ☐ IFB
- ☐ BOA

SubTypes

- ☒ BAA_PRDA
- ☐ Competitive
- ☐ SBIR
- ☐ Sole Source
- ☐ Undefined

Lower Dollar Range
0.00 is low boundary

Upper Dollar Range
99,999,999,999.99 is high boundary

0.00	to	1,000.00
1,000.01	to	10,000.00
10,000.01	to	100,000.00
100,000.01	to	1,000,000.00
1,000,000.01	to	10,000,000.00
10,000,000.01	to	100,000,000.00
100,000,000.01	to	200,000,000.00
200,000,000.01	to	300,000,000.00
300,000,000.01	to	99,999,999,999.99

[View Milestones](#)

[←](#)



Edit Networks and Milestones

- To add a third set of milestones, change the '99,999,999,999.99' to say '100,000' and the program will automatically make a 3rd set.

BuyPlan Edit Milestones

Network Types

- ☒ Contract
- ☐ Mod
- ☐ Order
- ☐ Instrument
- ☐ IFB
- ☐ BOA

SubTypes

- ☒ BAA_PRDA
- ☐ Competitive
- ☐ SBIR
- ☐ Sole Source
- ☐ Undefined

Lower Dollar Range
0.00 is low boundary

Upper Dollar Range
99,999,999,999.99 is high boundary

Lower Dollar Range	to	Upper Dollar Range
0.00	to	1,000.00
1,000.01	to	100,000.00
100,000.01	to	99,999,999,999.99

[View Milestones](#)



Edit Networks and Milestones

- Click the View Milestones button to edit



Edit Networks and Milestones

Buy Plan Edit Network for CONTRACT BAA_PRDA 0.00 to 25,000,000.00

Mandatory	Milestones	Days from Last Event
<input checked="" type="checkbox"/>	AA Pre-Procurement Activity Started	
<input checked="" type="checkbox"/>	RI Procurement Started	< 1 >
<input type="checkbox"/>	ST Acquisition Strategy Panel Completed	11
<input type="checkbox"/>	SI Solicitation Issued	4
<input type="checkbox"/>	PR Proposals/Bids Received	12
<input type="checkbox"/>	PT Price Analysis/Tech Eval/Audit Received	12
<input type="checkbox"/>	NC Negotiations Completed	6
<input checked="" type="checkbox"/>	AM Award Mailed	11

Add/Delete Milestones

Networks	Subtypes	Days: Contract	Acq
BOA	AGREEMENT	19	20
CONTRACT	BAA_PRDA	56	57
CONTRACT	BAA_PRDA	74	75
CONTRACT	COMPETITIVE	70	71
CONTRACT	COMPETITIVE	181	182
CONTRACT	COMPETITIVE	345	346
CONTRACT	IFB	19	20
CONTRACT	SBIR	26	27
CONTRACT	SOLE SOURCE	70	71
CONTRACT	SOLE SOURCE	177	178
CONTRACT	SOLE SOURCE	186	187
CONTRACT	UNDEFINITIZED	34	35
IFB	IFB	45	46
INSTRUMENT	ASSISTANCE	70	71
MOD	BILATERAL	36	37
MOD	BILATERAL	56	57
MOD	BILATERAL	83	84
MOD	DEFINITIZATION	129	129
MOD	FUNDING	7	8
MOD	UNDEFINITIZED	19	20
MOD	UNILATERAL	8	9
ORDER	DELIVERY	18	19
ORDER	PURCHASE	15	16
ORDER	TASK	32	33
ORDER	UNDEFINITIZED	24	25

Total Work Days	Pre-contract	1
Total Work Days	Contract	56
Pre-Procurement + Contract Days	Acquisition	57

Save



Edit Networks and Milestones

Buy Plan Edit Network for CONTRACT BAA_PRDA 0.00 to 25.		
Mandatory	Milestones	
		Day
<input checked="" type="checkbox"/>	AA	Pre-Procurement Activity Started
<input checked="" type="checkbox"/>	RI	Procurement Started
<input type="checkbox"/>	ST	Acquisition Strategy Panel Completed
<input type="checkbox"/>	SI	Solicitation Issued
<input type="checkbox"/>	PR	Proposals/Bids Received
<input type="checkbox"/>	PT	Price Analysis/Tech Eval/Audit Received
<input type="checkbox"/>	NC	Negotiations Completed
<input checked="" type="checkbox"/>	AM	Award Mailed

If the buyer has the authority to add and delete milestones, you can prevent the buyer from deleting any milestone that you have checked.

The AA, RI and AM can never be deleted. ConWrite makes them mandatory.

If you do not support Pre-Procurement activity, AA will not be displayed in the resulting Buy Plans



Edit Networks and Milestones

Buy Plan Edit Network for CONTRACT BAA_PRDA 0.00 to 25,000,000.00

Mandatory	Milestones	Days from Last Event
<input checked="" type="checkbox"/>	AA Pre-Procurement Activity Started	
<input checked="" type="checkbox"/>	RI Procurement Started	1
<input type="checkbox"/>	ST Acquisition Strategy Panel Completed	11
<input type="checkbox"/>	SI Solicitation Issued	4
<input type="checkbox"/>	PR Proposals/Bids Received	12
<input type="checkbox"/>	PT Price Analysis/Tech Eval/Audit Received	12
<input type="checkbox"/>	NC Negotiations Completed	6
<input checked="" type="checkbox"/>	AM Award Mailed	11

Total Work Days	Pre-contract	1
Total Work Days	Contract	56
Pre-Procurement + Contract Days	Acquisition	57

Blue background are pre-procurement activities

You can adjust the network days by click the right or left arrows.



Edit Networks and Milestones



Add/Delete Milestones			
Networks	Subtypes	Days:	Contract Acq
BOA	AGREEMENT	19	20
CONTRACT	BAA_PRDA	56	57
CONTRACT	BAA_PRDA	74	75
CONTRACT	COMPETITIVE	70	71
CONTRACT	COMPETITIVE	181	182
CONTRACT	COMPETITIVE	345	346
CONTRACT	IFB	19	20
CONTRACT	SBIR	26	27
CONTRACT	SOLE SOURCE	70	71
CONTRACT	SOLE SOURCE	177	178
CONTRACT	SOLE SOURCE	186	187
CONTRACT	UNDEFINITIZED	34	35
IFB	IFB	45	46

The purpose of this list is to show you the existing networks and their times.

The Acq column is the Pre-Procurement + Contract cycle.



Edit Networks and Milestones

Add/Delete Milestones			
Networks	Subtypes	Days: Contract	Acq
BOA	AGREEMENT	19	20
CONTRACT	BAA_PRDA	56	57
CONTRACT	BAA_PRDA	74	75
CONTRACT	COMPETITIVE	70	71
CONTRACT	COMPETITIVE	181	182
CONTRACT	COMPETITIVE	345	346
CONTRACT	IFB	19	20
CONTRACT	SBIR	26	27
CONTRACT	SOLE SOURCE	70	71
CONTRACT	SOLE SOURCE	177	178
CONTRACT	SOLE SOURCE	186	187
CONTRACT	UNDEFINITIZED	34	35
IFB	IFB	45	46

The purpose of this list is to show you the existing networks and their times.

The Acq column is the Pre-Procurement + Contract cycle.

Click the Add/Delete Milestone button (see next slide)



Drag-and-Drop to Change Milestones



Buy Plan Edit Network for CONTRACT BAA_PRDA 0.00 to 25,000,000.00

Mandatory	Milestones	Days from
AA	Pre-Procurement Activity Started	
RI	Procurement Started	
ST	Acquisition Strategy Panel Completed	
SI	Solicitation Issued	
PR	Proposals/Bids Received	
PT	Price Analysis/Tech Eval/Audit Received	
NC	Negotiations Completed	
AM	Award Mailed	

Grab Bag List of Milestones

- PRE-PROCUREMENT
 - AA Pre-Procurement Activity Started
 - JD Joint Requirements Document Approved
- PRE-SOLICITATION
 - RI Procurement Started
 - ST Acquisition Strategy Panel Completed
 - AP Acquisition Plan Approved
 - SE Source Selection Plan Prepared
 - S5 Source Selection Plan Approval
- NEGOTIATIONS / DISCUSSION
 - TR Tech Eval Rec'd
 - IE Initial Evaluation Completed
 - TE Final Technical Evaluation Completed
 - FF Fact Finding Completed
- POST-NEGOTIATION
 - PN PNM / PCM Approved
 - CW Contract Writing Complete
- POST-AWARD
 - FD Fee Determining Official Decision
 - DB Debriefings Complete
 - EU EU - Electronic Records Updated

- PRE-PROCUREMENT
 - ES ESIS - Early Strategy Info Session
 - CC Adv Change Study Notice CCB Directive Rcvd
 - AB Acquisition Plan Starts
 - AC Acquisition Plan Package Completed
 - CO Acquisition Plan Released For Coordination

To Add Milestone: Highlight milestone from Grab Bag list and drag-and-drop it onto the Milestones.

To Delete Milestone: Highlight milestone and drag-and-drop it onto Grab Bag list.

Done - adding Milestones



Edit Networks and Milestones

- To add a third set of milestones, change the '99,999,999,999.99' to say '100,000' and the program will automatically make a 3rd set.



How to Highlight Popular GrabBag Events



Highlight Popular GrabBag Events



Buy Plans and Milestones

File Tools Reports SetUp Admin

Click to Assign New PR

Buyer: ALPHONSE A. AASYSTEM WHOHOO

BuyPlan Number	Syr	Face Value	Age
FA8507-04-C-0014	PIW	99,000.00	17
FA8507-04-C-0012	PIW	1,000,000.00	17
FA8507-04-C-0009	PIW	3,000,000.00	17
FA8507-04-C-0008	Aasystem Whohoo, AI MSG/PIW	10,000,000.00	17
FA8507-04-C-0013	Aasystem Whohoo, AI MSG/PIW	99,000.00	17
FA8507-04-C-0027	Aasystem Whohoo, AI MSG/PIW	1,000,000.00	16
FA8507-04-C-0031	Aasystem Whohoo, AI MSG/PIW	2,000,000.00	0
FA8507-04-C-0032	Aasystem Whohoo, AI MSG/PIW	2,000,000.00	0
FA8507-04-C-0019	Aasystem Whohoo, AI MSG/PIW	500,000.00	0
FA8507-04-C-0007	Aasystem Whohoo, AI MSG/PIW	10,000,000.00	0
FA8507-04-C-0034	Aasystem Whohoo, AI MSG/PIW	3,000,000.00	0

NUMBER OF BUY PLANS = 22

Exit Edit Milestones To Work Basket



Highlight Popular GrabBag Events



Highlight Popular Grab Bag Milestone Events

- 0 10 Pre-Procurement Activity Started
- 0 30 Joint Requirements Document Approved
- 0 40 ESIS - Early Strategy Info Session
- 0 50 Adv Change Study Notice CCB Directive Rcvd
- 0 60 Acquisition Plan Starts
- 0 70 Acquisition Plan Package Completed
- 0 80 Acquisition Plan Released For Coordination
- 0 90 Local Acquisition Strategy Panel Held
- 0 120 Request Source Selection Authority Delegation
- 0 130 Delegation Of Source Selection Authority Received
- 0 160 Final SOW Meeting Held
- 0 170 SOW / SOO Rec'd
- 0 180 Full Requirement Package Received
- 0 185 PR Received
- 0 220 Draft RFP Issued
- 0 240 Industry Comments Received
- 1 10 Procurement Started
- 1 100 Acquisition Strategy Panel Completed
- 1 110 Acquisition Plan Approved
- 1 140 Source Selection Plan Prepared
- 1 150 Source Selection Plan Approval
- 1 190 Market Survey Synopsis

☐ Hide non-highlighted codes from user

← Ok



How to Delete Buy Plans



Delete Buy Plans

Buy Plans and Milestones

File Tools Reports SetUp Admin

Delete Buy Plan ☐ Adv Search Buyer: ALPHONSE A. AASYSTEM WHOHOO

Exit

	Next Open Milestone	Next Due Date	Forecasted	Face Value
FA8507-04-C-0014	Procurement Started	20 Oct 2003	22 Dec 200	99,000.00
FA8507-04-C-0013	Procurement Started	20 Oct 2003	22 Dec 200	99,000.00
FA8507-04-C-0012	Procurement Started	20 Oct 2003	22 Dec 200	1,000,000.00
FA8507-04-C-0008	Procurement Started	20 Oct 2003	04 Aug 200	10,000,000.00
FA8507-04-C-0009	Procurement Started	20 Oct 2003	06 Feb 200	3,000,000.00
FA8507-04-C-0027	Procurement Started	21 Oct 2003	17 Mar 200	1,000,000.00
FA8507-04-C-0032	Procurement Started	13 Nov 2003	26 Feb 200	2,000,000.00
FA8507-04-C-0019	Procurement Started	20 Oct 2003	09 Jan 200	500,000.00
FA8507-04-C-0031	Procurement Started	13 Nov 2003	03 Mar 200	2,000,000.00
FA8507-04-C-0007	Pre-Procurement Activity Started	20 Oct 2003	12 Aug 200	10,000,000.00
FA8507-04-C-0034	Pre-Procurement Activity Started	13 Nov 2003	15 Mar 200	3,000,000.00

NUMBER OF BUY PLANS = 21

Exit Edit Milestones To Work Basket

Buyer can only delete if Procurement Started actual date is blank

You can delete Buy Plan any time before award

“Use your power wisely, my friend” – Obewan Kenobi



How to Get Management Information From ConWrite



Advance Search



Buy Plans and Milestones [Window Controls]

File Tools Reports SetUp

Click to Assign New PR ☐ Adv Search **Edit** Buyer: **CHRISTOPHER D. MILLER**

BuyPlan Number	Next Open Milestone	Next Due Date	*	Tickler Due	Tickler Note
F55555-03-C-9999	Procurement Started	12 Nov 2003			
FA8507-04-C-0018 P00001	Procurement Started	20 Oct 2003			
FA8507-04-C-0028	Proposals/Bids Received	08 Dec 2003		28 Nov 200	Dr Dave re-dating DD 1423
FA8507-04-C-0030	Procurement Started	21 Oct 2003			
FA8507-04-D-0019 0001	Pre-Procurement Activity Started	20 Oct 2003		05 Nov 200	Leon late with latest lies
FA8507-89-C-9393 P00002	Procurement Started	25 Sep 2003		20 Nov 200	George getting Gov't Property

NUMBER OF BUY PLANS = 6

Exit **Edit Milestones** **To Work Basket**



Advance Search 2



Advance Search Buy Plans
File Search Library

LIMIT TO
☒ In-process
☒ Awarded

☒ This Buyer's Buy Plans
☒ This Office Symbol **MSG/PI**

☒ Buy plans that start with **FA8507**

☒ Obligation - at least \$ **100,000**
☒ Obligation - no more than \$ **1,000,000**

☒ Face Value - at least \$ **250,000**
☒ Face Value - no more than \$ **2,000,000**

TYPE LIMITATIONS
Contracts
☒ Competitive
☒ Sole Source
☒ SBIR
☒ BAA/PRDA
☒ IFB
☒ Undefined

Mods
☒ Funding
☒ Bilateral
☒ Unilateral
☒ Undefined

Orders
☒ Purchase Orders
☒ Delivery Orders
☒ Task Orders
☒ Undefined Order

Other
☒ Assistance Instruments
☒ BOA

TEMPORAL LIMITATIONS
☒ Limit to Buy Plans **Awarded**

☐ This month: November
☐ This quarter: October to December
☐ This fiscal year: Oct 1 to today
☒ Between **01 Oct 2003** and **23 Oct 2003**

COLUMNS TO DISPLAY
☒ Next Open Milestones
☒ Next Due Date
☐ Start Date
☐ Award Date
☐ Buyer
☐ Office Symbol
☐ Obligation \$
☐ Face \$
☐ Std Scheduled Days
☐ Scheduled Days
☐ Age
☐ Forecasted Days
☐ Days Behind Schedule
☒ Tickler Picture
☒ Tickler Due Date
☒ Tickler Note

Clear

LIBRARY
☒ Open Library ☐ Save to Library

< unnamed >
Select all Buy Plans that are assigned to MILLERCD, with Buy Plan numbers that start with FA8507, that are in-process or awarded, which were awarded, between 10/01/2003 and 10/23/2003, with a obligation amount of \$100,000 or more, with a obligation amount of \$1,000,000 or less,

Clear

Search



Local Reports



Buy Plans and Milestones

File Tools Reports SetUp

Click to Print to Excel List Contract Actions Without BuyPlans Search [Edit]

Buyer CHRISTOPHER D. MILLER

BuyPlan N	Local Reports	None	Next Due Date	*	Tickler Due	Tickler Note
F55555-03-C-9999	Procurement Started		12 Nov 2003			
FA8507-04-C-0018 P00001	Procurement Started		20 Oct 2003			
FA8507-04-C-0028	Proposals/Bids Received		08 Dec 2003	🚩	28 Nov 200	Dr Dave re-dating DD 1423
FA8507-04-C-0030	Procurement Started		21 Oct 2003			
FA8507-04-D-0019 0001	Pre-Procurement Activity Started		20 Oct 2003	🚩	05 Nov 200	Leon late with latest lies
FA8507-89-C-9393 P00002	Procurement Started		25 Sep 2003	🚩	20 Nov 200	George getting Gov't Property

NUMBER OF BUY PLANS = 6

Exit Edit Milestones To Work Basket

The ConWrite Administrator can create Local Reports that anyone can run.



ConWrite - Workbasket

File Tools Reports Setup Admin **Expert** Help

Find first action starting

MSG/PIW buyer: ALPHONSE A. AASYSTEM WH

Contract Document T

FA8507-04-D-0002 C

FA8507-04-C-0009 C

FA8507-04-C-0008 C

FA8507-04-C-0007 C

FA8507-04-C-0006 C

FA8507-04-C-0005 C

FA8507-04-C-0004 C

FA8507-04-C-0003 C

FA8507-04-C-0002 C

F55555-03-C-0001 C

F33657-03-R-0007 F

F33657-03-R-0006 F

F33657-03-R-0005 C

F33657-03-M-0001 P.O.

F33657-03-C-0012 CONTRACT

F33657-03-C-0011 CONTRACT

F33657-03-C-0010 CONTRACT

F33657-03-C-0007 SECT K

Define Reports

DD350

DD2566

Run ConAward F5

Run ConMove F7

☒ Buyer's In-process

☐ Buyer's Awarded

☐ Buyer's Archived

☐ Adv Search

☐ Related to Highlighted

Reviewed by:

1 of 42 documents found.

To Buy Plans



Define Local Reports

Report Query

Select An Existing Report

Enter the SQL:

SELECT (enter field names) FROM (enter table names) WHERE (enter conditions) ORDER BY (enter sort order)

Example: Select * From T800_DOC_MAST Where Amount_DL > 1000000.00
Order by Amount_dl Desc

← Run Query Delete Query

How's your SQL?



Define Local Reports

Learn-by-Example

Report Query

Select An Existing Report

PIIN SPIIN Report: test

Acrn Report by Acrn Id: just a test
another test: t800
CLIN Report (CLINs over \$1M): testing again list of CLINs over \$1,000,000.00
CLIN Report: testing again
PIIN SPIIN Report: test
test2: just another test

Example: Select * From T800_DOC_MAST Where Amount_DL > 1000000.00
Order by Amount_dl Desc

← Run Query Delete Query



Define Local Reports

Learn-by-Example



Report Query

Select An Existing Report

PIIN SPIIN Report: test

Enter the SQL:

```
SELECT Face_Pg_Desc_tx , PIIN_SPIIN_ID, ConWriteID FROM T800_DOC_MAST Where K_ID > 0 ORDER BY Face_Pg_Desc_tx , PIIN_SPIIN_ID
```

Example: Select * From T800_DOC_MAST Where Amount_DL > 1000000.00
Order by Amount_dl Desc



Run Query

Delete Query



Example



Report Query

Select An Existing Report

Enter the SQL:

```
SELECT * FROM T800_Doc_Mast WHERE Cur_YN = True ORDER BY created_ts
```

Example: Select * From T800_DOC_MAST Where Amount_DL > 1000000.00
Order by Amount_dl Desc

← Run Query Delete Query

1. Entered SQL query
2. Clicked "Run Query"



Example Results

Report Query

Select An Existing Report

k_id	parent_k_id	piin_spiin_id	face_pg_id	face_pg_de	ConWritelD	user_create	ORIG_BUYt	purch_ofc_i
1153	1153	F3365793G	55M	DO MOD	ZURCHEKE	ZURCHEKE	ZURCHEKE	F33657
4196	4191	F0863598C	68X	Mod	ZURCHEKE	GORDONB	ZURCHEKE	F08635
4486	4513	F3365794C	68X	Mod	AWARDED	THORNT	AWARDED	F33657
4985	4937	F3365791C	68X	Mod	BLOOMINC	BRIDGEWA	BLOOMINC	F33657
4809	4743	F3365700G	55M	DO MOD	AWARDED	THOMPSC	AWARDED	F33657
5022	5011	F3365799C	68X	Mod	BURKAJA	BURKAJA	BURKAJA	F33657
4812	4812	F3365700G	55X	Do	BIEBLTF	BIEBLTF	BIEBLTF	F33657
4620	4618	F3365799C	68X	Mod	ZURCHEKE	BICKELPA	ZURCHEKE	F33657
3965	3088	F3365797D	55M	DO MOD	SMITHWT	SMITHWT	SMITHWT	F33657
4935	4834	F3365798G	55M	DO MOD	LEGGETNG	LEGGETNG	LEGGETNG	F33657
4815	4661	F3365798G	55M	DO MOD	LAUOFOAG	LAUOFOAG	LAUOFOAG	F33657
4816	4641	F3365794G	55M	DO MOD	LAUOFOAG	LAUOFOAG	LAUOFOAG	F33657
4817	4771	F3365794G	55M	DO MOD	LAUOFOAG	LAUOFOAG	LAUOFOAG	F33657
5001	4937	F3365791C	68X	Mod	BRIDGEWA	BRIDGEWA	BRIDGEWA	F33657
4936	4834	F3365798G	55M	DO MOD	LEGGETNG	SYSTEM	LEGGETNG	F33657
5003	4937	F3365791C	68X	MOD	SIZEMORE	SIZEMORE	SIZEMORE	F33657
4238	4237	F3365700D	68X	MOD	AWARDED	JOSEPHJR	VESCI00	F33657
5121	5120	F4962001C	68X	MOD	PHEULPIN	PHEULPIN	PHEULPIN	F49620
4232	4213	F0863599C	68X	MOD	CORNWEL	CORNWEL	CORNWEL	F08635
4233	4213	F0863599C	68X	MOD	BROWNTE	BROWNTE	BROWNTE	F08635
5260	4513	F3365794C	68X	MOD	AWARDED	THORNT	AWARDED	F33657
4554	4513	F3365794C	68X	MOD	AWARDED	ZSCOTTI	SCOTTI	F33657
4185	4185	F29601011C	GWC	WEB GRAN	HATFIEAM	SYSTEM	HATFIEAM	F29601
4188	4185	F29601011C	GWM	MOD WEB	HATFIEAM	SYSTEM	HATFIEAM	F29601
4558	4513	F3365794C	68X	MOD	AWARDED	ALDRICH	ALDRICH	F33657

Save SQL

Print to Excel

1. Can Print to Excel, then
2. Save SQL



Save SQL



Enter Report Title:

Enter Report Description:

Specify Report Location: ☒ Workbasket ☐ Buy Plan ☐ ConAward

1. I entered a Report Title
2. I entered a Report Description
3. I decided to put the report in the Workbasket



Version 6 Implementation Plan



- AMIS/PMS is scheduled to expire on Jan 15, 2003





Version 6 Implementation Plan



- Everyone must install 6.0 at same time
 - ConWrite 6 and AMIS/PMS cannot run at same time
- Print out PMS 001 report, give to each buyer
- Make them enter all existing in-process Buy Plans in ConWrite.
- Check List Contracts Without Buy Plans to identify **slackers**





List Contract Actions Without Buy Plans



Buy Plans and Milestones

File Tools Reports SetUp

Click to

Print to Excel

List Contract Actions Without Buy Plans

Local Reports

BuyPlan N

F55555-03-C-9999	Procurement
FA8507-04-C-0018 P00001	Procurement
FA8507-04-C-0028	Proposal
FA8507-04-C-0030	Procurement
FA8507-04-D-0019 0001	Pre-Procurement
FA8507-89-C-9393 P00002	Procurement

NUMBER OF BUY PLANS = 6

Exit

Microsoft Excel - Rename_This_If_You_Want_to_Save_This.csv				
File Edit View Insert Format Tools Data Window Livelihood Help				
10 B I U \$ % , .00 .00				
A1 = Buyer Name				
	A	B	C	D
470	John Webb	PKB	F33657-03-R-0002	
471	Margaret Yarrington	ASC/RAK	F33657-02-1-0001 P00001	
472	Margaret Yarrington	ASC/RAK	F34567-02-C-0004	
473	Kenneth Zurcher	ASC/RAK	F08635-98-C-0001 P00012	
474	Kenneth Zurcher	ASC/RAK	F12345-02-R-0000 0001	
475	Kenneth Zurcher	ASC/RAK	F29601-01-1-0001	
476	Kenneth Zurcher	ASC/RAK	F29601-01-1-0002	
477	Kenneth Zurcher	ASC/RAK	F29601-01-2-0000	
478	Kenneth Zurcher	ASC/RAK	F29601-01-C-0001	
479	Kenneth Zurcher	ASC/RAK	F29601-01-C-0002	
480	Kenneth Zurcher	ASC/RAK	F29601-02-R-0000	
481	Kenneth Zurcher	ASC/RAK	F33657-01-C-0022 P00002	
482	Kenneth Zurcher	ASC/RAK	F33657-01-C-0022 P00005	
483	Kenneth Zurcher	ASC/RAK	F33657-02-1-0020	
484	Kenneth Zurcher	ASC/RAK	F33657-02-1-0020 P00001	
485	Kenneth Zurcher	ASC/RAK	F33657-02-R-0044	
486	Kenneth Zurcher	ASC/RAK	F33657-93-G-3044 000802	
487	Kenneth Zurcher	ASC/RAK	F33657-99-C-1236 P00002	
488	Kenneth Zurcher	ASC/RAK	F33657-99-C-2044 P00009	
489	Kenneth Zurcher	ASC/RAK	F33657-99-C-2044 P00010	
490	Kenneth Zurcher	ASC/RAK	F34567-02-M-0001	
491	Kenneth Zurcher	ASC/RAK	F49620-00-1-0328 P00004	
492				
493	Number of Actions: 490			
494				
495				
496	Search run on 12 Nov 2003 10:41			
497				

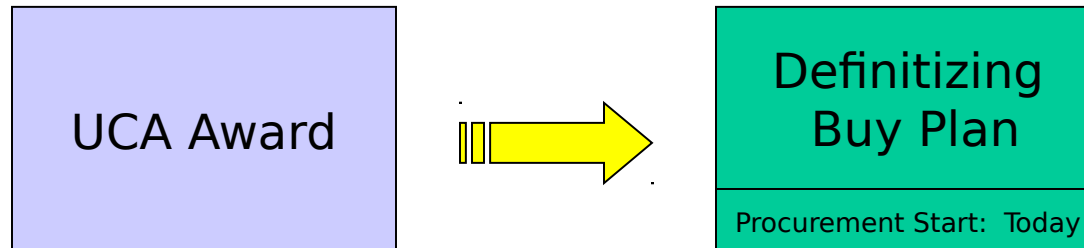
Rename_This_If_You_Want_to_Save

Ready



How UCAs will Work

- **When buyer awards Undefined action,**
- **ConWrite will automatically:**
 - **Generate a Definitizing Buy Plan**
 - **and fill-in the Start date**
(so it can't be deleted).





Data to ConData

- **No More BV1s or BV2s**



- **In ConAward when you Award documents**
 - **Data will be FTP'ed to ConData**
- **Every Night**
 - **Buy Plan, Milestone and CloseOut data will be sent to ConData**
 - **You will be provided with new utility to do this**
 - **PK9s and PKX data will flow from ConData to ConWrite every night**



End of ConWrite Administrator's Briefing

Any questions ?